

COMMUNITY HEALTH WORKER

DEFINITION: Under general supervision, performs work of moderate difficulty in assisting professional and paraprofessional personnel in providing home health care/homemaker services; assists clients in identifying health needs and referring them to appropriate health resources; provides culturally appropriate health education; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Provides personal care such as bathing, shampooing, foot care, oral hygiene, skin care, nail care, back rubs, dressing wounds, range of motion exercises, assistance with ambulation/walking device, and feeding; rotates clients in bed; provides health screening by taking vital signs, temperature, pulse, respiration, blood pressure; takes and monitors glucose readings; assists client into and/or out of bed, wheelchair, etc.; teaches and/or counsels prenatal/postpartum client with breast feeding, formula feeding and child development; makes referral to inpatient, outpatient or other health facility; plans client care with other health care provider; provides translation for client as needed.

Maintains strict client confidentiality; compiles client and administrative reports; submits daily contact sheet on health problems and services rendered, etc.; maintains records of observation, progress, activities and other pertinent client information utilizing the patient care component (PCC) and Subjective, Objective, Assessment and Plan (SOAP) format; enters and maintains client information into automated data system; reports changes in client's condition and needs to the nurse/health provider; provides minimal health care services.

Provides homemaker services such as light housekeeping, washing dishes, preparing meals and laundry when necessary; assures adequate supply of oxygen, food, water and firewood; assists community in the use of other available resources; monitors client medications; arranges transportation for clients needing transportation to a health facility; makes appointments for client; monitors health related equipment in homes.

Attends meetings, in-service training and other health related training; provides updates of programmatic issues; assists in emergency situations as needed; participates in community service programs; conducts health, audio and vision screenings and health fairs to promote health awareness; maintains records of all case findings; provides health education on various health topics including but not limited to nutrition, exercise, etc.; and provides reports to chapters.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of various methods of providing homemaker services and personal care to clients.

Knowledge of the principles and practices of providing health education services.

Knowledge of communicable diseases and prevention.

Knowledge of available health and public resources in the community.

Skill in monitoring various health and disease issues.

Skill in interacting with clients.

Skill in providing counseling and care to clients.

Skill in providing group presentations to students, the public and clients.

Ability to initiate emergency care techniques in emergency situations without supervision.

Ability to communicate effectively in both English and Navajo languages.

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PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work involves moderate effort in traveling long distances throughout the Navajo Nation to provide health services.

MINIMUM QUALIFICATIONS:

- A high school diploma or GED; and one (1) year of work experience providing home health care services in a nursing home setting.

PREFERRED QUALIFICATIONS:

- One (1) year of work experience providing patient care.
- College coursework in public health or closely related field.

SPECIAL REQUIREMENTS:

- A favorable background investigation.
- Possess a current Certified Nursing Assistant Certificate and a valid state driver's license.

Supplemental Requirements:

Incumbent must obtain a Navajo Nation Vehicle Operator's Permit, a physical examination, a Cardiopulmonary Resuscitation (CPR) Certificate and a Food Handler's Permit within 90 days of date of hire. Must obtain and pass annual physical examination.

Depending upon the needs of the Nation, incumbents may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.